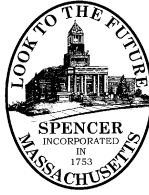


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

DAVID R. O'COIN
NORMAN C. LETENDRE, JR.
EBEN J. BUTLER

3 OLD MEADOW ROAD
SPENCER, MA. 01562



SUPERINTENDENT
STEVEN J. TYLER, P.E.

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Minutes of Meeting held September 7, 2016

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA. All maps, diagrams, letters and notices are on file at the Utilities and Facilities Office.

Members present: Eben Butler
Norman Letendre, Jr.

Staff present: Steven Tyler, Superintendent
Gregory Karpowicz, Chief Water Operator
Debra Graves, Sr. Clerk

Meeting was called to order at 5:00pm.

Read and accepted minutes for August 3, 2016.

Reviewed invoices & signed vouchers

Signed monthly commitment

Ongoing projects status updates:

- Maple St Project (Rt. 31) is complete.

Town properties irrigation issues:

O'Gara Park irrigation was running and Town Hall was running 7 days a week wasting water. Town Hall irrigation was shut-off. Commissioners suggest having proper irrigation, so not wasting water. Water Commissioners would like a letter sent to Parks & Rec.

Water Terminations:

- Multi-family termination letters was served on August 18 & 19, 2016. Shut-offs is scheduled to start September 20, 2016.
- Single-family termination letters went out on August 22, 2016. Shut-offs is scheduled to start September 27, 2016.

Resident Concern:

- 25 Pleasant St. – Tenant request payment agreement for the outstanding water bill balance. Eben motion to set up a payment agreement, second by Norman, unanimous vote.
- 35 Church St. – Water Commissioners review hardship letter. Eben motion to set up a payment agreement, second by Norman, unanimous vote.
- 53 Temple St. - Requesting abatement on late fee. Eben motion to deny abatement, second by Norman, unanimous vote.
- 16 Paxton Rd. – Request payment agreement, but no hardship letter. Eben motion to deny payment agreement, second by Norman, unanimous vote.
- Fair Grounds – Used a 2 1/2” fire hose for watering the field that was connected to the hydrant without permissions. The Fair Grounds will be providing a memo with usage. Water Dept. will be charging for using the water and will also issue a citation.

Public Meeting Adjourned at 5:50pm, motion by Eben, seconded by Norman, All in favor.